

Municipal Elections Act, 1996 (Section 78)

Instructions:

All candidates must complete Boxes A and B. Candidates who receive contributions or incur expenses beyond the nomination fee must complete Boxes C, D, Schedule 1 and Schedule 2 as appropriate. Candidates who receive contributions or incur expenses in excess of \$10,000 must also attach an Auditor’s Report.

All surplus funds (after any refund to the candidate or his or her spouse) shall be paid immediately over to the clerk who is responsible for the conduct of the election.

For the campaign period from (day candidate filed nomination) 2014/06/23 to 2014/12/31

Check box marked: Primary filing reflecting finances to December 31 (or 45th day after voting day in a by-election)

Check box unmarked: Supplementary filing including finances after December 31 (or 45th day after voting day in a by-election)

Box A: Name of Candidate and Office

Candidate’s name as shown on the ballot

Last name: Perry

Given Name(s): Sheila J.

Name of office for which the candidate sought election: Councillor

Ward name or number (if any): Rideau-Rockcliffe Ward 13

Name of Municipality: Ottawa

Spending limit issued by clerk: \$ 27,445.10

Check box unmarked: I did not accept any contributions or incur expenses other than the nomination fee (Complete Box A and B only)

Box B: Declaration

I, Sheila Perry, a candidate in the municipality of the City of Ottawa, hereby declare that to the best of my knowledge and belief that these financial statements and attached supporting schedules are true and correct.

Declared before Tyler Lee Cox in the City of Ottawa on 2015/03/27 13:13

Signature of Clerk or Commissioner

Date Filed in the Clerk's Office (Year/Month/Day): 2015/03/27 13:13

Signature of Candidate

Box C: Statement of Campaign Income and Expenses

Loan

Name of bank or recognized lending institution: Not Provided

Amount borrowed: \$0.00

Income

Total amount of all contributions (From line 1A in Schedule 1): \$ 5,400.00

Refund of nomination filing fee: \$ 100.00

Sign deposit refund: \$ 0.00

Revenue from fund-raising events not deemed a contribution (from Part 3 of Schedule 2): \$ 0.00

Interest earned by campaign bank account: \$ 0.00

Other (provide full details): No Other Income

Line C1: Total Campaign Income (Do not include loan): \$ 5,500.00

Expenses (Note: Include the value of contributions of goods and services)

Expenses subject to spending limit

Nomination filing fee: \$ 100.00

Inventory from previous campaign used in this campaign (list details in Table 5 of Schedule 1): \$ 784.00

Advertising: \$ 3,894.51

Brochures/flyers: \$ 3,302.75

Signs (including sign deposit): \$ 7,204.88

Meetings hosted: \$ 188.00

Office expenses incurred until voting day: \$ 0.00

Phone and or Internet expenses incurred until voting day: \$ 1,178.98

Salaries, benefits, honoraria, professional fees incurred until voting day: \$ 2,065.00

Bank charges incurred until voting day: \$ 77.73

Interest charged on loan until voting day: \$ 0.00

Other (provide full details):

1. Trailer Rental and Gas : \$ 224.94
2. Canada Post Box Rental : \$ 146.90

3. Training : \$ 197.75

Line C2: Total Expenses subject to spending limit: \$ 19,365.44

Expenses not subject to spending limit

Accounting and audit: \$ 300.00

Cost of fund-raising events or activities (list details in Part 4 of Schedule 2): \$ 0.00

Voting day party/appreciation notices: \$ 0.00

Office expenses incurred after voting day: \$ 0.00

Phone and or Internet expenses incurred after voting day: \$ 0.00

Salaries, benefits, honoraria, professional fees incurred after voting day: \$ 0.00

Bank charges incurred after voting day: \$ 0.00

Interest charged on loan after voting day: \$ 0.00

Expenses related to recount: \$ 0.00

Expenses related to controverted election: \$ 0.00

Expenses related to compliance audit: \$ 0.00

Expenses related to candidate's disability (provide full details): No expenses related to candidate's disability.

Other (provide full details): No other expenses not subject to spending limit.

Line C3: Total expenses not subject to spending limit: \$ 300.00

Line C4: Total Campaign Expenses (Line C2 + Line C3): \$ 19,665.44

Box D: Calculation of Surplus of Deficit

Line D1: Excess (deficiency) of income over expenses (Income – Total Expenses) (Line C1 – Line C4): \$ -14,165.44

Line D2: Eligible deficit carried forward by the candidate from the last election: \$ 0.00

Total (Line D1-Line D2): \$ -14,165.44

If there is a surplus, deduct any refund of candidate's or spouse's contributions to the campaign: \$ 0.00

Line D3: Surplus (or deficit) for the campaign: \$ -14,165.44

If line D3 shows a surplus, the amount must be paid in trust, at the time the financial statements are filed, to the municipal clerk who was responsible for the conduct of the election.

Amount of \$ 0.00 paid to municipal clerk in the municipality of the City of Ottawa.

Schedule 1 – Contributions

Part 1 – Summary of Contributions

Contribution from candidate (include the value of inventory listed in Table 5): \$ 784.00

Contribution from spouse: \$ 0.00

Total value of contributions not exceeding \$100 per contributor (Include ticket revenue, contributions in money, goods and services where the total contribution from a contributor is \$100 or less (do not include contributions from candidate or spouse)): \$ 0.00

Total value of contributions exceeding \$100 per contributor (from line 1B; list details in Tables 1-4) (Include ticket revenue, contributions in money, goods and services where the total contribution from a contributor exceeds \$100 (Do not include contributions from candidate or spouse)): \$ 0.00

Less: Contributions returned or payable to the contributor: \$ 0.00

Less: Contributions paid or payable to the clerk, including contributions from anonymous sources exceeding \$10: \$ 0.00

Line 1A: Total amount of contributions (Record in Box C): \$ 784.00

Part 2 – List of contributions from Each Single Contributor totalling more than \$100

Table 1: Monetary contributions from individuals other than candidate or spouse

Name	Full Address	Amount \$
Louise Gillin	28 Prince Albert Street, Ottawa K1K 2A4	\$ 500.00
Gary Sealey	23 Borduas Court, Kanata K2K 1K9	\$ 200.00
Graeme Roderick	16 Brockington Crescent, Ottawa K2G4k2	\$ 200.00
Margaret J. Ward	402-641 Bathgate Drive, Ottawa K1K3Y3	\$ 200.00
Denis Cech	96 West Presland, Ottawa K1K	\$ 200.00
Margaret G. Carley	C/O D. Carley, 426-11 Elm Avenue, Toronto M4W1N2	\$ 200.00
Paul Gibson	942 Marguerite Avenue, Ottawa K1K3J8	\$ 150.00
Rosemarie Macfarlane	332 Spartan Avenue, Ottawa K1K1J8	\$ 200.00
Peter Macfarlane	332 Spartan Avenue, Ottawa K1K1J8	\$ 200.00
Simon M. Achi	278 Donald Street, Ottawa K1K1M7	\$ 500.00
Yola Jarawan-Tannous	292 Donald Street, Ottawa K1K1M7	\$ 200.00
Robert Nelson	280 Park Road, Ottawa K1M 0E1	\$ 400.00
John A. Chenier	332 Cathcart Street, Ottawa K1N	\$ 150.00

Name	Full Address	Amount \$
	5C4	
Bonnie Robinson	296 Manor Avenue, Ottawa K1M 0H4	\$ 150.00

Total amount of monetary contributions from individuals other than candidate or spouse: \$ 3,450.00

Table 2: Monetary contributions from corporations or unions

Name (legal and carrying on Business as)	Full Address	President or Business Manager	Authorized Representative	Amount \$
Not Provided	Not Provided	Not Provided	Not Provided	\$0.00

Total amount of monetary contributions from corporations or unions: \$ 0.00

Table 3: Contributions in goods or services from individuals other than candidate or spouse (Note: Must also be recorded as expenses in Box C)

Name	Full Address	Description of Goods or Services	Value \$
Not Provided	Not Provided	Not Provided	\$0.00

Total value of goods or services from individuals other than candidate or spouse: \$ 0.00

Table 4: Contributions in goods or services from corporations or unions (Note: must also be recorded as expenses in Box C)

Name of Corporation (Legal and Carrying on Business as)	Full Address	President or Business Manager	Authorized Representative	Description of Goods or Services	Value \$
Not Provided	Not Provided	Not Provided	Not Provided	Not Provided	\$0.00

Total value of goods or services from corporations or unions: \$ 0.00

Line 1B – Total Part 2 Contributions (Add totals from Tables 1-4) (Record in Part 1 – Summary): \$ 0.00

Part 3 – Inventory

Table 5: Inventory of Campaign Goods and Materials from Previous Campaign used in this Campaign (Note: value must be recorded as a contribution from the candidate as an expense)

Description	Date Acquired Year/Month/Day	Supplier	Current Market Value \$	Quantity	Total Value \$
Signs	2010/09/28	Hawley	3.92	200	\$ 784.00

Total value of Campaign Goods and Materials from Previous Campaign used in this Campaign: \$ 784.00

Schedule 2 – Fundraising Events and Activities

Fundraising Event or Activity

Complete a separate schedule for each event or activity held

Check box unmarked: Additional schedule(s) attached

Description of fundraising event/activity: Not Provided

Date of event/activity (Year/Month/Day): Not Provided

Part 1 – Ticket Revenue

Line 2A - Admission charge (per person) (if there are a range of ticket prices, attach complete breakdown of all ticket sales) \$ 0.00

Line 2B – Number of tickets sold: 0

Total Ticket Revenue (Line 2A x 2B) (Include in Schedule 1) \$ 0.00

Part 2 – Other revenue deemed a contribution

(Provide details (e.g. revenue from goods sold in excess of fair market value)) Not Provided

Total Part 2 Revenue (Include Schedule 1): \$ 0.00

Part 3 – Other revenue not deemed a contribution

(Provide details (e.g. contributions of \$10 or less; market value of goods or services sold) Not Provided

Total Part 3 Revenue (Include in Box C): \$ 0.00

Part 4 – Expenses related to fundraising event or activity (provide details).

Not Provided

Total Part 4 Expenses (Include in Box C): \$ 0.00

Auditor's Report

Municipal Elections Act, 1996 (section 78)

A candidate who has received contributions or incurred expenses in excess of \$10,000 must attach an auditor's report.

Professional Designation of Auditor: Welch LLP Partner

Municipality: Ottawa

Date (Year/Month/Day): 2015/03/26

Contact information

Last Name: Irwin

First Name: Mathew

Licence Number: 337811

Address - Suite or Unit Number. Street number and Street Name: 123 Slater Street

City or Town, Province and Postal Code: Ottawa, ON K1P 5H2

Telephone Number (Including area code): 613 236-9191 Ext. 514

Fax number: 613 236-8258

Email Address: mirwin@welchllp.com

The report must be done in accordance with generally accepted auditing standards and must set out the scope of the examination and provide an opinion as to the completeness and accuracy of the financial statement and whether it is free of material misstatement

Check box marked: Report is attached

Personal information, if any, collected on this form is obtained under the authority of sections 78 and 95 of the Municipal Elections Act, 1996. Under section 88 of the Municipal Elections Act, 1996 (and despite anything in the Municipal Freedom of Information and Protection of Privacy Act) documents and materials filed with or prepared by the clerk or any other election official under the Municipal Elections Act, 1996 are public records and until their destruction, may be inspected by any person at the clerk's office at a time when the office is open. Campaign financial statements shall also be made available by the clerk in an electronic format free of charge upon request.

Attachment – Auditor’s Report

Welch LLP – Chartered Professional Accountants
123 Slater Street, 3rd Floor, Ottawa, ON K1P 5H2
T: 613 236 9191 F: 613 236 8258 W: www.welchllp.com
An Independent Member of BKR International

March 26, 2015

Sheila Perry, Candidate for the office of Councillor
1119 River Road
Ottawa, Ontario
K1K 3W2

Dear Ms. Perry;

The purpose of this letter is to outline our involvement with the auditor of Sheila Perry, Candidate 2014 Municipal election Campaign. As agreed, we will examine the Financial Statement Form 4 – Auditor’s Report prepared in accordance with the standards outlined in the 2014 Candidates’ Guide for Ontario Municipal and School Board Elections provided by the Ministry of Municipal Affairs and Housing and in compliance with the Municipal Elections Act, 1996.

Our communication will be substantially in the following form:

Independent Auditor’s Report

To: Sheila Perry, Candidate for Councillor

Report on the Form – 4 Financial Statement

We have audited the accompanying campaign Form 4 Financial Statement of Sheila Perry, Candidate for Councillor, which comprise the Statement of Campaign Income and Expenses and the Calculation of Surplus or Deficit for the campaign period ended December 31, 2014. The financial statements have been prepared by the Candidate based on the financial reporting provisions outlined in the 2014 Candidates’ Guide for Ontario Municipal and School Board Elections provided by the Ministry of Municipal Affairs and Housing and the Municipal Elections Act, 1996.

Candidate’s Responsibility for the Financial Statements

The Candidate is responsible for the preparation and fair presentation of these financial statements in accordance with reporting standards as outlined in the 2014 Candidates’ Guide for Ontario Municipal and School Board Elections provided by the Ministry of Municipal Affairs and Housing and the Municipal Elections Act, 1996, and for such internal control as the Candidate determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on this financial statement based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosure in the financial statement. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Candidate's preparation and fair presentation of the financial statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the appropriateness of the Candidate's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

Basis for Qualified Opinion

Candidates derive revenues from donations, including donations of goods and services, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, in accordance with the guidance outlined in the 2014 Candidates' Guide for Ontario Municipal and School Board Elections provided by the Ministry of Municipal Affairs and Housing, our verification of these transactions was limited to ensuring that the financial statement reflected the amounts recorded in the accounting records of the Candidate in accordance with the accounting procedures established by the Municipal Elections Act, 1996 and we were not able to determine whether any adjustments might be necessary to income and expenses and surplus/deficit.

Qualified Opinion

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statement presents fairly, in all material respects, the financial information reflected in the accounting records of Sheila Perry, Candidate for Councillor, in accordance with the financial reporting provisions outlined in the 2014 Candidates' Guide for Ontario Municipal and School Board Elections provided by the Ministry of Municipal Affairs and Housing and the Municipal Elections Act, 1996.

Basis of Accounting

The financial statement is prepared to assist Sheila Perry, Candidate for Councillor, meet the financial reporting requirements outlined in the 2014 Candidates' Guide for Ontario Municipal and School Board Elections provided by the Ministry of Municipal Affairs and Housing and the Municipal Elections Act, 1996. As a result, the financial statement may not be suitable for another purpose.

Welch LLP
Chartered Professional Accountants, Licensed Public Accountants

City
Date

We have performed an audit based on the statutory requirements of the 2014 Municipal Election of the City of Ottawa, as specified in this letter.

It is understood that:

- a) You will provide us with accurate and complete information necessary to prepare such statements;
- b) The responsibility for the accuracy and completeness of the representations in the records remain with you;
- c) You have conducted your campaign as stipulated in the 2014 Candidates' Guide for Ontario Municipal and School Board Elections

This engagement cannot be relied upon to prevent or detect fraud and error. We wish to emphasize that control over and responsibility for the prevention and detection of fraud and error must remain with the candidate.

One of the underlying principles of the profession is a duty of confidentiality with respect to client affairs. Accordingly, except for information that is in or enters the public domain, we will not provide any third party with confidential information concerning the affairs of Sheila Perry, Candidate for Councillor, without your prior consent, unless required to do so by legal authority, or the rules of professional conduct / code of ethics of the Institute of Chartered Professional Accountant of Ontario. We will handle your confidential information in accordance with our firm's privacy policy which can be viewed in its entirety on our website at www.welchllp.com. Specifically, personal information will only be collected, used and disclosed for the intended purpose of the completion of our engagement. In accordance with professional regulations our client files must periodically be reviewed by practice inspectors and by other firm personnel to ensure that we are adhering to professional and firm standards. File reviewers are required to maintain confidentiality of client information.

Unless we are advised to the contrary, our services may be conducted and obligations performed by the use of electronic transmission of information, documents and data, including confidential and sensitive information by Internet e-mail. If the communication related to a matter of significance and there are concerns about possible effects of electronic transmissions a hard copy of such transmissions should be requested from us.

Sheila Perry, Candidate for Councillor hereby agrees to release and indemnify Welch LLP and its partners and employees, and hold them harmless from all claims, liabilities, losses and costs arising in circumstances where there has been a known misrepresentation by a member of Sheila Perry, Candidate's team regardless of whether the person was acting in the candidate's interest. This release and indemnification will survive termination of this engagement letter.

If you have any questions about the contents of this letter, please raise them with us. If the services outlined are in accordance with your requirements and if the above terms are acceptable to you, please sign a copy of this letter in the space provided and return to us. We appreciate the opportunity of continuing to be of service to you.

Yours very truly,

Welch LLP

Signature of Chartered Accountant

Mathew Irwin, CPA, CA
Partner

The services and terms set out above are as agreed.

Per: Signature of Candidate
Sheila Perry, Candidate for Councillor

Attachment – Auditor's Report

Welch LLP

March 26, 2015

City of Ottawa
Corporate Services
110 Laurier Avenue West
Ottawa, Ontario K1J 1J1

Attention: Mr. Rick O'Connor

Regarding: Election Candidate Sheila Perry for Councillor

Dear Mr. O'Connor

Our firm audited the 2014 municipal election expenses of Sheila Perry. I certified that all contributions (except in-kind) which were included in the audited financial reports submitted by my firm to the City of Ottawa were verified against a bank statement for the campaign account.

If you require any further information concerning this matter, please do not hesitate to contact us.

Yours very truly,

Welch LLP

Signature of Chartered Accountant

Mathew Irwin, CPA, CA
Partner

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